



Staff Council

## THE TEXAS A&M UNIVERSITY SYSTEM

### Staff Council Meeting Minutes

Meeting Date: December 13, 2023  
Start / End Time: 3:13 PM / 3:58 PM  
Location: MCB 122

#### Attendance:

✓	Cathy Edwards	✓	Meredith Fox	✓	Carla Vogel
✓	Andrew Barnes	✓	Pamela Luckenbill	✓	Wes Wynn
✓	Keith Benton		Sean Ray	✓	Jiying Yu
	Kathleen Colt	✓	Ashley Scott (Teams)		

**Guests in Attendance:** No other guests in attendance

**Called to order at:** 3:13 pm by Cathy Edwards.

**Approval of November 9, 2023, Meeting Minutes and Today's Agenda:** Andrew Barnes made a motion to accept. Keith Benton seconded that motion. Motion passed.

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#### Scholarship Committee – Keith Benton (Jiying Yu)

- Received 6 applications and each applicant awarded \$750;
- Received 2 Brass Ring Endowment applications and awarded each \$1500.
- Will place language on webpage that stipulates that the award amount is subject to change.
- Spring 2024 email will go out in April 2024.

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#### Treasury Report – Andrew Barnes

- Total Scholarship final balance is \$16,200.
- Staff Council budget is \$66,000.

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#### Scotty's House – Cathy Edwards

- Cathy recommended the committee review what worked/didn't work and suggests sending a message out to all staff to determine interest in adopting a child individually or as groups. Then the department or individual could bring the items (already grouped and tagged to staff council representative).
- Several members noted that the online forms for tracking were successful.

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#### End of Year Awards & Year End Service Awards Committee – Cathy Edwards (Meredith Fox)

- Date of event – January 11, 2024 at Hall of Champions
  - Same menu

- Keith will email Michael Kellett (MarCom) to see if he will photograph the event.
- January 10<sup>th</sup> will be planning meeting for Annual Meeting.
- Cathy will reserve buses through Transportation.
- Cathy will send out invite to all staff.
- Committee will use System Office vehicles to carry items to event.
- Cathy provided list of recipients and asked to members to select a group to announce names:
  - 5 Years – Carla Vogel
  - 10 Years – Meredith
  - 15 Years – Sean Ray
  - 20 Years – Wes Wynn
  - 25 Years – Keith Benton
  - 30 Years – Cathy Edwards
- All associated service gifts have been purchased and certificates will be placed in frames before we leave for the holidays.
- Each representative will need to call to confirm attendance of their list and ask for pronunciation of each name.

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**Gingerbread House/Ugly Sweater Competition – Pamela Luckenbill**

- Spent \$290 for kits and refreshments (cider, hot chocolate and cookies).
- 3 awards:
  - Ugly Sweater to be judged by Josie
  - #1 Gingerbread House
  - Grinch Gingerbread House
- Voting will be done by strips of paper: red = 1<sup>st</sup> place and green = Grinch. Jars with team names will be placed in front of each house.
- Schedule:
  - 2:00 PM – Announcement for Start of Voting
  - 2:00 to 2:30 PM – Voting
  - 2:30 PM – Judging of Ugly Sweater Contest and counting of votes
  - Announcement of Gingerbread House winner

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**Tree Decorating (Take Down) – Cathy Edwards**

- Tuesday, January 2<sup>nd</sup> at 8:30 AM

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**Profit Shares – Cathy Edwards**

- Discussion with committee to see if they had heard any feedback.
- Cathy will look for some new vendors.
- Pamela will work on survey when we return in January.

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**Tree Decorating – Cathy Edwards**

- Tuesday, November 21<sup>st</sup> at 10 AM – whomever is available are welcome to meet in front lobby at MCB to help decorate.

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**Fall Apparel Sale – Sean Ray**

- Made \$1500.
- Discussion about a few employees that ordered the wrong size.

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**Adjournment**

- Cathy made a motion to adjourn the meeting. The meeting ended at 3:58 PM.

**Next Meeting:**

Wednesday, January 17, 2023

3:00 PM – 5:00 PM

Room MCB 122

Annual Meeting Planning Meeting

Wednesday, January 11, 2023

3:00 PM – 5:00 PM

Room MCB 122